

Minutes of the regular meeting of the Daggett County Commission/Redevelopment Agency Board held on **Wednesday, May 29, 2019** in the Commission Chambers at the Daggett County Courthouse. Commissioners Randy Asay, Jack Lytle and Matt Tippetts were present. Sheriff Erik Bailey, Auditor/Recorder Keri Pallesen, Attorney Niel Lund and Clerk/Treasurer Brian Raymond were also present. The meeting was called to order at 9:05 a.m. by Commissioner Asay.

Also present: Thompson Davis, Carrie Poulsen, Chad Reed, Jason Blankenagel of Sunrise Engineering and Bret Reynolds of CIVCO Engineering.

**Issue Updates:** Commissioner Lytle noted that we had received the Invoice Register and Disbursement Listing. He also said that he thinks SCIC will be following week along with CIB retreat on the 12th, 13th, and 14th of June. They will be doing their retreat in Vernal and coming up to the Green River to do a float trip for a day. The Branding Day is this Friday the 31st of May, as noted in the packet. Commissioner Asay said we worked pretty hard on the water and sewer rates in Dutch John so that will be discussed later in the meeting.

**Citizen Comments:** Commissioner Asay asked for comments and no one responded.

**Approve Minutes:** The draft Minutes from the May 14, 2019 and May 21, 2019 Commission Meetings were available from the Clerk/Treasurer's Office. Commissioner Tippetts motioned to approve the Minutes of the May 14, 2019 Commission Meeting. Commissioner Lytle seconded the motion, but abstained from voting, as he was not present at that meeting. Commissioner Asay and Tippetts voted "Aye". The motion carried.

Commissioner Lytle motioned to approve the Minutes of the May 21, 2019 Commission Meeting Minutes as written. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

**The Open Invoice Register Was Presented For Review And Approval:** The Open Invoice Register of May 28, 2019 for \$49,353.37 was prepared by the Auditor/Recorder's Office. Commissioner Lytle made a motion to approve the Invoice Register of May 28, 2019 in the amount of \$49,353.37. Commissioner Tippetts seconded the motion to approve the Invoice Register of May 28, 2019. All were in favor. The motion carried.

**Disbursement Listing:** The Auditor/Recorder's Office provided the Disbursement Listing. Commissioner Tippetts made a motion to acknowledge receipt of the County Disbursement Listing dated May 21 - through May 28, 2019 in the amount of \$68,716.02. Commissioner Lytle seconded the motion. All were in favor. The motion carried.

**Cash Summary:** A Cash Summary was provided by the Clerk/Treasurer's Office. Commissioner Lytle asked about Fund 29 and the Treasury accounts. Mr. Raymond explained that Fund 29 had been closed last year, and the Treasury accounts are now showing on here as Fund 81. Commissioner Lytle made the motion to acknowledge receipt of the County Cash Summary dated May 29, 2019. Commissioner Tippetts seconded the motion. All were in favor. The motion carried.

**Purchase Orders:** No purchase orders were presented for today's meeting.

**Correspondence:** Commissioner Asay said CIB will be on the 12th, 13th and the 14th of June. Commissioner Lytle said that NACO had noticed some legislation that a Trust Fund be set up

for long-term funding for SRS funds. This is informational only, no action is needed. Commissioner Asay said he didn't have any correspondence but spoke about the group that toured the jail. He said the group is looking for a little more information about the jail. Mr. Lund said it can be discussed in Closed Session. Mr. Lund noted that there is an order for a Settlement Conference Order for September 30, 2019, so he will forward the information to the Commission and Sheriff regarding the Inmates versus Daggett County. There was a Blue Stake Order for Dutch John Resort so that is encouraging. Commissioner Lytle said the Dutch John Planning & Zoning map was tentatively approved and needs to go to Public Hearing on June 3rd- the future development areas are still on it. Commissioner Tippets will attend, and Commissioner Lytle said he will be unable to attend.

**Weekly Budget Review:** Commissioner Lytle noted we are approaching the midpoint of the year toward the end of June and should look at the Budget critically and examine what items the Budget needs to be opened for. Commissioner Tippets said we need to adjust for the new vehicles in the Budget. There are a couple of other items that will need to be considered. The 1st Quarter Financials were provided by Keri Pallesen last week and were also included in today's packet. Commissioner Asay asked about the money spent in the Commission Miscellaneous Supplies, and it was determined it was for Chad Booth-County Seat. Commissioner Lytle recommended having a work meeting to go through this and start the Budgeting process in August for 2020 so that we have a Budget by the end of September. Today was a possibility, but then it was suggested that we have some time for further review. It was determined that Keri Pallesen will be out of town Monday through Wednesday, and Commissioner Lytle wouldn't be available Monday or Tuesday, so it was put on Commissioner Lytle to find a date that worked for him.

**Commission Calendar Review:** Commissioner Lytle said June 28th is a BOR Flow Meeting in Provo regarding the Green River with all the Stakeholders. Public Land Meetings with call-ins are scheduled for Fridays, but Commissioner Asay said they didn't have one last week, and he hasn't seen any emails for this week. Commissioner Asay said he didn't have any outside Board Meetings next week.

### **Policy and Legislation Items:**

**Discussion and Consideration Of Business Licenses: Intermountain Concrete:** Commissioner Asay said we only have one license request this week, and they have everything in place to deliver sand, gravel and concrete. Commissioner Tippets made the motion to approve the Business License. Commissioner Lytle seconded the motion. All were in favor. The motion carried.

**Discussion And Consideration Of County Granting Power Of Attorney To Bancorp Bank For Purposes Of Acquiring Title And Selling Vehicles:** Attorney Niel Lund said we approved the leases previously, and now Sheriff Bailey said we need to approve the Power of Attorney as that was in the Lease approval. Commissioner Lytle asked about it and then motioned to approve the Power of Attorney for Bancorp to sell the three (3) Sheriff's Office vehicles. Commissioner Tippets seconded the motion. Commissioner Asay asked if the document limits this or can we add other vehicles later. It was thought that it was limited. All were in favor. The motion carried. The vehicles were surplus in a previous meeting. The documents today are for Young Chevrolet for a lease to own vehicles that should probably be surplus.

**Issue Update:** There was a question on if the vehicles had been surplus on the 14th of May, and after reviewing the Minutes for that date, Commissioner Tippets made a motion to surplus

our interest in the three (3) lease to own Chevy vehicles that were currently leased to the Sheriff's Department to Young Chevrolet. Commissioner Lytle seconded the motion. All were in favor. The motion carried.

**Discussion And Consideration Of Dutch John Water And Sewer Rates:** Commissioner Asay brought this up, and the information that was a product of last week's work meeting was brought up and copies were made. The meeting was recessed briefly at 10:14 am and came back in session at 10:17 am. Commissioner Tippetts said that he was uncomfortable with the Tier Three pricing. There were comments from Thompson Davis agreeing with Commissioner Tippetts. There was extensive discussion on the Tiers and costs of producing water. The main concern was the amount of money in the different Tiers for the overages. Commissioner Lytle said we were addressing the small, medium, and large commercials and the terms of what their overages were going to be. The costs usually go up in the summer. There were still some concerns regarding leaks in the system. Commissioner Tippetts asked if we could add the costs required for the Bond to the sheet. It was agreed that the Public Hearing will be held in Dutch John on Monday, June 17th at 6:00 pm.

**Public Hearing To Receive Comments Regarding Proposed Changes To Daggett County Code Title 8 Chapter 15 - Short Term Rentals:** Commissioner Asay opened the Hearing and allowed Carrie Poulsen and Chad Reed of Planning and Zoning to review some of the changes in the proposal for Short-Term Rentals. Carrie Poulsen started out by stating there were a couple of changes to note. First, instead of saying designated representative on page 4 it should say designated agent for consistency. On page 5, there was the name of the code book which should apply. Commissioner Tippetts said from his knowledge it should be the IBC, but the Inspector will have to verify. On page 9, property manager should be changed to designated agent for consistency. The other item was where the name plate should be located on the outside for rentals for contact information. The application fee was adjusted to \$200 and adding \$150 for the fire inspection fee on the first page of the application. They changed the Manila Fire Department to Certified Fire Inspector, so if Manila's person is not available, someone else could do it. Property Managers were discussed further in that they can manage more than one property even though the owners can only have 5 overnight rentals. The Property Manager could manage all of them. Niel Lund noted that it is not on the Agenda for approval today, so that needs to get agendaized and approved next week. There were thanks given for the effort put in by the Planning and Zoning Committee.

**Discussion And Consideration Of Sweetwater Events Complex Sponsorship Agreement For 2019-2020-2021 Sweetwater/Daggett County Fair:** Commissioner Asay said that we had an Agreement for three years which has recently expired, and we have a copy of a new Sponsor Agreement to consider. They have already invoiced us and we have paid the invoiced amount. Chad Reed asked questions about it and commented that the Committee is very helpful, and there are lots of volunteers involved in the whole fair. Commissioner Tippetts motioned to approve the Sponsorship Agreement for the Sweetwater County Fair for 2019-2021. Commissioner Lytle seconded the motion. All were in favor. The motion carried.

A five minute recess was taken at 11:25 am, and the Commission came back into session at 11:34 am.

**Public Hearing To Receive Comments Regarding Proposed Daggett County Trails Master Plan:** Commissioner Asay opened it up for comments, and Chad Reed mentioned that

Planning and Zoning had approved the Trails Master Plan. Bret Reynolds said that the Manila Trails effort needs this Plan to be formally adopted for the funding they are seeking. There was discussion about the plans to go from the KOA/Villa area along Hwy 43 to Main Street and up to State Line Road on the Utah side to the Hub, and then along the shore on the Utah side. Going out to the Marina is a future project since it is in Wyoming and complicates funding. The Plan was presented to the Chamber, the Towns, and the County and has had a lot of opportunity for people to get educated and be involved. Mr. Reynolds said this was a living document that can be updated as needed. The Forest Service was also consulted, and they said that they won't consider anything or start the process until it's brought before them by the community or a committee to have a consensus instead of an individual request. Mr. Reynolds said that BLM also wants to deal with a committee and not individuals. Motion to go out of Public Hearing at 11:51 am.

Motion made by Matt Tippetts to go in and out of RDA. All were in favor. The motion carried. Commissioner Tippetts made the motion to go into Closed Session for the purposes of Negotiation for Sale or Lease of Real Property and the issues of Litigation. Seconded by Commissioner Lytle. Roll Call vote was taken and Commissioner Lytle voted "Aye", Commissioner Asay voted "Aye" and Commissioner Tippetts voted "Aye". The motion carried. A break was taken from 12:45 pm to 1:10 pm and a Closed session was held to consider the Character, Professional Competence, Physical or Mental Health of an Individual.

After coming back into Open Session, there was nothing further to consider. Commissioner Lytle motioned to adjourn at 4:05 pm.

/s/ Randy Asay  
Commissioner Randy Asay

s/ Brian Raymond  
Clerk/Treasurer Brian Raymond

/s/ Jack Lytle  
Commissioner Jack Lytle

/s/ Matt Tippetts  
Commissioner Matt Tippetts